



**AUGUST 2019**

# **CITY MANAGER'S REPORT**

**[WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT](http://WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT)**

# A MESSAGE FROM OUR CITY MANAGER



**T**he City of Galveston will mark a major milestone this month with the Grand Opening of Fire Station 1.

This building is a huge upgrade and will provide much-needed space for the firefighters and their equipment. Currently, Fire Station 1 is housed in an annex off City Hall that is too small to meet the department's needs.

The new station, built primarily using federal disaster recovery aid, was designed to withstand severe storms and protect the expensive equipment from flooding. It's also a new landmark for downtown Galveston, with its historic building design.

The City will celebrate the opening with a ceremony on Wednesday, August 21 at 10 a.m. and we invite the public to join us at 823 26th Street for the opening and station tour.

As we bring this project to a close, the City prepares for the start of another corridor project, which will reconstruct 25th Street between Broadway and Seawall Blvd. This month, we hosted a stakeholder meeting for the new 25th Street corridor project to educate residents and business owners about the construction plans and what it will mean for them.

Thanks for taking a few minutes to read through this report and learn more about your city.

Sincerely,  
Brian Maxwell, City Manager

# TABLE OF CONTENTS



- [04 CITY MARSHAL](#)
- [05 CONSTRUCTION](#)
- [06 DEVELOPMENT SERVICES](#)
- [07 ENGINEERING](#)
- [09 FACILITIES](#)
- [10 FINANCE](#)
- [14 FIRE DEPARTMENT/EM](#)
- [16 FLEET FACILITIES](#)
- [17 GRANTS AND HOUSING](#)
- [19 HUMAN RESOURCES](#)
- [20 INFORMATION TECHNOLOGY](#)
- [23 ISLAND TRANSIT](#)
- [24 PARKS AND RECREATION](#)
- [27 PLANNING AND DEVELOPMENT](#)
- [29 POLICE DEPARTMENT](#)
- [30 PUBLIC INFORMATION OFFICE](#)
- [32 PUBLIC WORKS](#)
- [34 SCHOLLES AIRPORT](#)

# CITY MARSHAL



## LAST MONTH'S ACCOMPLISHMENTS

- 40 Public Nuisances were abated.
- 38 Court cases heard in Municipal Court
- 12 Housing Abatement cases heard in Municipal Court
- 329 Complaints received
- 41 Complaint based cases
- 325 Self-initiated cases
- 654 Total investigations



## UPCOMING PROJECTS

- Ground Transportation Division is now a part of the City Marshal's Department.



## VIEW REPORTS

[Click here to view reports](#)



## LAST MONTH'S ACCOMPLISHMENTS

- Advertising for the repaving of 49th Street from Ave. P to Ave. S 1/2
- Advertising for the Airport Water Plant Expansion Phase 1
- Advertising for the 27th Street Streetscape Improvements Phase 3 from Broadway to Market Street
- Advertising for the Teichman Neighborhood Water Improvements
- Advertising for the Church Street Storm Sewer from 35th Street to 37th Street
- Advertising for the 35th Street Roadway, Storm Sewer and Utility Improvements
- Advertising for the Roadway Reconstruction of 73rd Street from Heards Lane to Avenue N 1/2
- Advertising for the Repaving of 30th Street from Avenue O to Seawall Boulevard
- Readvertising for the 29th Street Improvements from Harborside to Church
- Awarding the construction of the 24 inch Waterline from the 59th Street Pump Station to the Airport Pump Station
- Awarding the Seawall Mill & Overlay Boddeker to SH 87 project
- Awarding the Downtown Pedestrian Transit Improvements project
- Awarding the Fire Hydrant Replacement contract
- Awarding the contract for the Replacement of the City Garage Roof
- Awarding the contract for the Pirates' Beach Area Water Improvements
- Starting the repaving of 25th Street from Broadway to Sewall

# CONSTRUCTION



## UPCOMING PROJECTS

- 59th Street Pump Station – 98% complete (commissioning of the equipment is underway)
- 59th St Ground Storage Tanks Rehabilitation – 98% complete
- Public Works/Utilities Facility – 75% complete
- Fire Station #1 – 95% complete
- Demolition of the 1920 tank and construction of the parking lot at 30th Street – 75% complete
- Repair of the Airport Wastewater Treatment Plant – 60%
- Market Street Improvements – 25th St. to 33rd St. – 98% complete
- Harborside Drive Improvements – 90% complete
- 7.5 million gallon (MG) water ground storage tank (GST) at 59th Street – 60% complete
- Renovation of the historic 30th Street Water & Electric Light Station – 65% complete
- Demolition of incinerator and concrete cap construction – 80%
- 45th Street from Broadway to Seawall – 25% complete
- Sunny Beach/8 Mile Road Sanitary Sewer Project – 20%
- 27th Street Streetscape Improvements Phase 2 – project has started



# DEVELOPMENT SERVICES



## LAST MONTH'S ACCOMPLISHMENTS

- Permit Report from Building Division.
- One inspector attended state plumbing preparation course.
- Building Official attended backflow prevention course



## UPCOMING PROJECTS

- One inspector sitting for state plumbing inspector exam.
- Implementing pre-construction meetings for new residential and commercial projects.
- Completing residential builder packet.



## VIEW REPORTS

[Click here to view reports](#)

# ENGINEERING



## LAST MONTH'S ACCOMPLISHMENTS

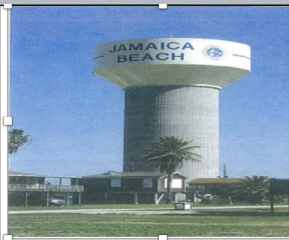
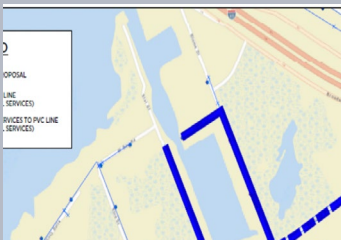
### Projects in 30% Design

- 23rd Street Reconstruction from Broadway to Seawall
- Avenue S from 53rd to Seawall
- 48th Street Broadway Intersection and Northern Ditch Drainage Upgrades
- New 5.4 MG Ground Storage Tank #2 at Airport Pump Station
- 

### Projects in 60% Design

- 16th Street Reconstruction from Broadway to Seawall
- Citywide Lift Station Upgrade Design (Prioritized by Condition Assessment)
- 37th Street Broadway to Seawall
- 2.5 Million Gallon, 10 Mile Road Elevated Storage Tank; Tank similar to:

[CLICK HERE TO READ FULL REPORT](#)



# ENGINEERING

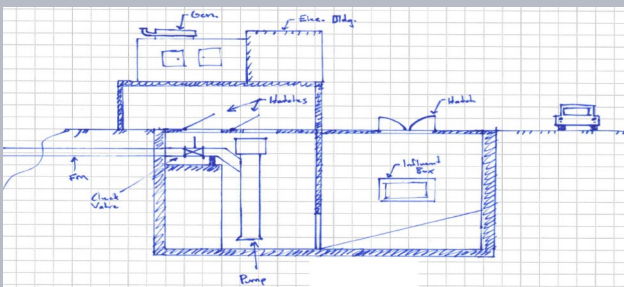


## UPCOMING PROJECTS

- 25th Street Broadway to Seawall Pre-Construction Public Meeting
- 15th Street Pump Station and Storm Sewer Upgrades (Area bounded by 13th to 17th Streets and Seawall Blvd., to Galveston Ship Channel) HMGP DR-4332-024 Grant Award.
- Design Concept Sketch Below; 15th Street Pump Station Design Consultant Selection in process.

### Bid Advertisement and Construction:

- Pirates Beach Laffittes Cove Waterline Loop
- 49th Street Reconstruction from Avenue P to S-1/2
- Airport Pump Station and Ground Storage Tank Improvements
- 29th Street Church Reconstruction to Harborside
- 35th Street Reconstruction Broadway to Post Office
- Church Street, 35th to 37th Drainage Improvements
- 73rd Street Heard's Lane to Avenue N-1/2 Road, Utilities and Drainage Improvements
- 25th Street Broadway to Seawall Reconstruction
- Seawolf WWTP Replacement
- [CLICK HERE TO READ FULL REPORT](#)





# FACILITIES



## LAST MONTH'S ACCOMPLISHMENTS

- Ongoing construction for City Hall 3rd floor restrooms project
- Installed new vinyl plank flooring in Conference room 100
- Replace the clear anti slip strips on the interior steps in City Hall
- Interior painting in City Hall
- Managed Broadway streetlight LED retrofit project
- Broadway Cemetery Lighting project is underway.
- Received and completed 425 work orders



## UPCOMING PROJECTS

- Ongoing construction for the City Hall 3rd floor restrooms project
- Start the remodel of the City Hall 1st floor restroom.
- Move Public Works Administration to the Antonelli Building.
- Fire Station #2 Fascia and Soffit repair project
- Installation of the decorative light poles and fixtures at the Old Broadway Cemetery will be completed
- Causeway Mural project on going



# FINANCE

## BUDGET



### LAST MONTH'S ACCOMPLISHMENTS

- Submitted Budget Amendment #2 for FY2019 for approval.
- Continued work on the FY2020 Proposed Budget.
- Presented FY2020-FY2024 Five Year Capital Improvement Plan.



### UPCOMING PROJECTS

- Presentation of the FY2020 Proposed Budget.
- Discussion and proposition of a tax rate; take record vote and schedule two public hearings.
- Hold 1st public hearing on the tax rate and budget on August 22, 2019.

## PURCHASING



### LAST MONTH'S ACCOMPLISHMENTS

- Prepared and advertised solicitations for Fire Hydrant Replacement Services, Pirate's Beach Area Water Improvements, McGuire Dent Gymnasium Floor Replacement, and Wright Cuney Gymnasium Floor.
- Prepared solicitations for Welding Services and Street Materials.



### UPCOMING PROJECTS

- Solicitation openings for Group Life Insurance, Fire Hydrant Replacement Services and Pirate's Beach Area Water Improvements.
- Prepare and advertise solicitation for Pipes Parts and Fittings.

#### Purchasing and Support Services Supporting Data:

PURCHASING DATA	July 2019	July 2018	FY 19 YTD	FY 18 Totals
# of Bids/RFPs Prepared/Advertised	6	13	38	65
# of Bids/RFPs Opened	4	3	35	64
# of Bids/RFPs Awarded by City Council July 2019	1	5	26	53
# of Requisitions Processed to POs	128	130	1432	1912
# of Work Orders Completed by Support Services (this service is now under Technology Services)	0	12	98	182

## CUSTOMER SERVICE



### LAST MONTH'S ACCOMPLISHMENTS

- Received additional payments from customers with final accounts as part of the collection process.

Performance Measures	FY 2017	FY 2018	1st Qtr 2019	2nd Qtr 2019	3rd Qtr 2019	Jul-19	FY 2019
Meters re-read manually	300	782	236	406	331	197	197
Adjustments	3,432	3,987	597	457	531	173	1,758
Water Bills Mailed Out	261,802	260,602	64,078	64,001	63,591	21,142	212,812
Outstanding "water concern" emails received	572	440	79	52	59	13	203
Outstanding "water concern" emails completed	545	478	67	91	108	10	276
Service Orders	20,203	18,949	5,786	4,404	5,606	1,591	17,387
New Customers			748	763	1,013	298	2,822



### UPCOMING PROJECTS

- Launch the updated customer web-portal on the website.

## ACCOUNTING



### LAST MONTH'S ACCOMPLISHMENTS

- Completed reconciliation of CDBG Disaster Recovery (GLO) grant receivables.
- Generated comprehensive financial statements as of June 2019 in the Gravity CAFR solution.

Performance Measures	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL
Number of vendor payments completed	7,162	8,430	5,768	5,791	4,537
Number of checks as percent of total vendor payments	99.47%	98.70%	96.83%	95.65%	91.34%
Number of electronic payments as a percent of total vendor payments	0.53%	1.30%	3.17%	4.35%	8.66%
Number of funds managed	260	270	274	282	284
Investment Portfolio (Millions)	\$98	\$103	\$153	\$145	\$136
Interest Earned (Thousands)	\$428	\$644	\$694	\$1,787	\$2,714
Number of FEMA Ike PW's closed out	50	87	10	23	1
Number of FEMA Harvey PW's closed out				8	9
Number of bank accounts reconciled	27	27	30	31	34



## UPCOMING PROJECTS

- Prepare for fiscal year 2019 year-end closing process.

## MUNICIPAL COURT



## LAST MONTH'S ACCOMPLISHMENTS

[CLICK HERE TO DOWNLOAD REPORT](#)

CATEGORY	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 OCTOBER	FY 2019 NOVEMBER	FY 2019 DECEMBER	FY 2019 JANUARY	FY 2019 FEBRUARY	FY 2019 MARCH	FY 2019 APRIL	FY 2019 MAY	FY 2019 JUNE	FY 2019 JULY	FY 2019 YTD
<b>Criminal Cases</b>																
Tickets/Arrests Filed by GPD	15,750	14,624	14,735	11,008	11,168	1,335	850	937	1,265	610	1,113	1,170	1,049	865	1,079	10,273
Tickets/Arrests Filed by Other Agencies	6,397	5,583	6,155	5,008	5,138	371	414	711	476	511	547	538	473	532	574	5,147
Total Number of Tickets/Arrests Filed	22,147	20,207	20,890	16,016	16,306	1,706	1,264	1,648	1,741	1,121	1,660	1,708	1,522	1,397	1,648	15,415
Traffic					9,421	1,218	612	889	1,169	591	1,019	1,170	962	755	893	9,577
State Law					4,749	355	325	543	425	379	476	373	467	501	544	4,388
City Ordinance					1,408	89	107	108	117	116	108	135	75	127	159	1,141
Code Enforcement					728	44	20	9	30	35	57	30	18	14	52	309
\$ Value of Tickets/Arrests Filed	\$5,323,112	\$4,760,384	\$4,938,868	\$3,932,496	\$3,929,369	\$399,095	\$282,149	\$377,314	\$399,715	\$258,787	\$384,747	\$382,004	\$356,650	\$322,572	\$381,282	\$3,544,315
Number of Tickets/Arrests Disposed	11,249	17,189	18,188	14,502	13,277	1,211	995	1,277	1,254	1,389	1,516	1,324	1,317	1,194	1,479	12,956
Total Collected on Criminal Cases	\$2,694,407	\$2,190,415	\$2,363,788	\$1,748,341	\$1,957,857	\$186,403	\$150,259	\$158,275	\$152,919	\$211,333	\$195,959	\$181,566	\$194,078	\$159,390	\$165,672	\$1,755,854
Amount Kept by City					\$1,119,169	\$102,449	\$77,075	\$96,383	\$86,766	\$128,025	\$117,717	\$101,805	\$114,012	\$94,306	\$100,859	\$1,019,397
Special Funds					\$109,455	\$13,946	\$13,311	\$9,587	\$9,716	\$11,174	\$9,629	\$10,704	\$11,567	\$10,053	\$9,370	\$109,055
Remitted to State					\$498,991	\$52,205	\$45,965	\$42,455	\$40,927	\$92,647	\$46,618	\$46,341	\$50,404	\$41,148	\$40,896	\$459,607
Collection Fees					\$215,718	\$16,626	\$12,876	\$9,066	\$14,568	\$18,111	\$20,236	\$21,422	\$16,872	\$12,941	\$13,706	\$156,424
Omnibase					\$14,524	\$1,177	\$1,032	\$784	\$942	\$1,376	\$1,759	\$1,294	\$1,224	\$942	\$841	\$11,371
<b>Civil Cases</b>																
Number of Parking Tickets Filed	25,556	12,404	15,453	18,896	19,546	1,689	1,403	935	1,566	1,852	1,891	2,301	2,460	2,045	3,010	19,132
\$ Value of Parking Tickets Filed (includes late fees for past due tickets)	\$434,452	\$349,802	\$621,730	\$683,515	\$719,610	\$62,600	\$61,441	\$35,530	\$58,153	\$57,863	\$67,254	\$81,530	\$84,901	\$75,510	\$104,050	\$688,830
Number of Parking Tickets Paid	14,060	7,021	6,975	11,020	11,451	980	771	631	750	766	774	1,358	1,250	1,067	1,415	9,762
Total Collected for Parking Tickets	\$327,762	\$223,387	\$275,497	\$481,041	\$462,300	\$40,919	\$34,888	\$25,608	\$29,603	\$29,542	\$30,992	\$51,577	\$48,208	\$40,630	\$54,473	\$386,777
Housing Abatement Petitions Filed					25	0	1	2	1	0	4	4	2	2	1	1
<b>Warrants Served</b>																
Number of Warrants Served	12,501	13,233	12,916	11,085	9,421	751	604	617	680	733	834	772	769	735	744	7,239
\$ Value of Warrants Served	\$3,915,767	\$3,387,413	\$3,199,751	\$2,775,303	\$2,470,180	\$206,448	\$150,424	\$169,620	\$180,272	\$168,760	\$199,628	\$187,131	\$198,717	\$191,465	\$191,542	\$1,844,008
Number Warrants Satisfied on Non-Cash Basis	10,472	6,416	4,845	4,346	3,742	271	187	248	299	195	227	243	276	330	358	2,634
\$ Value Community Service/Jail Time Served	\$2,300,879	\$2,055,274	\$1,661,479	\$1,622,131	\$1,537,971	\$123,821	\$78,135	\$109,911	\$111,956	\$73,992	\$87,702	\$86,282	\$115,583	\$128,435	\$131,979	\$1,047,796
Number Warrants Paid*	2,029	8,558	2,344	2,819	0	0	0	0	0	0	0	0	0	0	0	0
\$ Amt Warrants Paid*	\$1,614,888	\$803,153	\$648,340	\$622,343	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Court Dockets</b>																
Pre-Trial (includes discovery hearings)					6,506	692	623	570	769	768	717	678	692	682	730	6,921
Bench Trial					100	3	5	3	7	8	15	16	16	31	16	120
Jury Trial					19	0	3	0	0	0	0	0	0	0	0	3
Code Enforcement					1,101	112	69	61	31	51	42	43	73	42	38	562
Housing Abatement					112	12	7	0	9	10	9	10	14	15	12	98
Bond					1,732	110	127	100	203	116	156	79	119	110	124	1,244
Show Cause (DSC/Deferred Disposition)					149	37	32	0	0	0	64	101	21	39	40	334
Minor in Possession/Alcohol Offenses					105	3	9	0	2	9	5	15	6	8	0	57
Juvenile					349	39	40	59	64	33	54	59	45	44	42	479
Special					1,801	183	137	139	129	84	88	104	105	131	113	1,213
Warrant					924	88	41	126	81	103	150	172	58	79	115	1,013
Walk-In					952	58	44	57	26	37	89	141	72	68	74	666
Late Notice					3,597	361	90	641	385	350	409	349	464	530	474	4,053
Compliance (Community Service/Pay Plans)					441	47	128	0	0	0	56	390	98	862	143	567
Jail					6,072	420	426	585	549	377	401	402	457	442	567	4,626
Parking					415	33	28	28	23	51	37	51	39	24	34	348
Total Cases on Criminal/Civil Dockets					24,375	2,198	1,809	2,369	2,278	1,997	2,236	2,276	2,571	2,343	2,522	22,599
<b>Statistics</b>																
\$ Value Tickets Issued	\$5,757,564	\$4,642,064	\$5,560,599	\$4,616,011	\$4,648,979	\$461,695	\$343,590	\$412,844	\$457,867	\$316,650	\$452,001	\$463,533	\$441,551	\$398,082	\$485,332	\$4,233,145
\$ Amt Tickets Paid	\$3,022,169	\$2,178,095	\$2,639,285	\$2,229,382	\$2,420,157	\$227,322	\$185,147	\$183,883	\$182,523	\$240,875	\$226,951	\$233,143	\$242,286	\$200,021	\$220,145	\$2,142,295
Percent \$ Amt Tickets Paid	53%	47%	48%	48%	52%	49%	54%	45%	40%	76%	50%	50%	55%	50%	45%	51%

Copy

# FIRE DEPARTMENT



## LAST MONTH'S ACCOMPLISHMENTS

- GFD responded to 656 incidents and completed 106 inspections.



## UPCOMING PROJECTS

- Ladder Testing
- CE Training – EMS
- CE Training – Fire
- Move into New Station # 1
- Leadership Training

# FIRE DEPARTMENT

## EMERGENCY MANAGEMENT



### LAST MONTH'S ACCOMPLISHMENTS

- Business Recovery Planning
- Incident Command Training City Staff
- Water Bill Flyer's Preparedness
- LoneStar Web EOC Training



### UPCOMING PROJECTS

- Evacuee Tracking ETN
- Swift 911 Training
- Galveston Unified Reentry Plan
- CCTA Drill
- Emergency Shelter Point to Point Planning





## LAST MONTH'S ACCOMPLISHMENTS

- Mechanics worked on 477 vehicle work orders within the month and performed;
  1. General Repairs - 607
  2. Accident Repairs - 8
  3. Recall Repairs - 4
  4. PM's - 237
  5. Repairs from PM's - 124
  6. Road Calls - 68
- Other Services
  7. Provided 64,652 gallons of fuel for city and outside organizations.
  8. Auctioned 30 items bringing in \$93,013.71
  9. Re-decating older fleet vehicles with newly designed decals.
  10. Provided auto detailing during preventative maintenance services.
  11. Provided follow up fleet support for the Port of Galveston, Galveston Parks Board and Galveston County repair shops.
  12. Moving forward with the repairs to the Galveston Trolley System.
  13. Moving forward with Trolley UST repairs.



## UPCOMING PROJECTS

- Continue fleet services
- Continue with Trolley Car restoration.
- Trolley follow up inspections will be performed at the Gomaco Facility located in Ida Grove Iowa.
-

# GRANTS & HOUSING



## LAST MONTH'S ACCOMPLISHMENTS

- HUD Monitoring – CDBG and HOME Program monitoring visit was conducted by HUD the week of July 15-19, 2019. HUD monitored the CDBG Program for Review of Eligibility and Overall Management Systems, the HOME Program for Review of Homebuyer Projects and Beneficiary Written Agreements, and a Financial Review on both CDBG and HOME Programs. The City had a good monitoring visit. The preliminary review results were no concerns and only one finding. The City will receive the final HUD monitoring letter in 60-days. (HUD Regulatory Requirement)
- 2019-2023 Consolidated Plan – HUD received the 5-year Plan and it is under the 45-day review process (HUD Regulatory Requirement)
- 2019 Action Plan – HUD received the annual Plan and it is under the 45-day review process (HUD Regulatory Requirement)
- 2019 Program Year Start – Staff conducted the Implementation Meetings with City Departments for the 2019 CDBG funds (HUD Regulatory Requirement)
- 2018 CAPER – preparation for the year-end reporting and completion of the Consolidated Annual Performance and Evaluation Report to be submitted to HUD by August 29th. Preparation of the year-end financial summary report (HUD Regulatory Requirement)
- Financial Review – to ensure allowable and allocable expenditures and program standards for the CDBG and HOME expenditures and preparation for year-end reimbursement draw from HUD (HUD Regulatory Requirement)
- Environmental Reviews – working on ERs for 2019 projects and CDBG reallocation for Parks Improvements (HUD Regulatory Requirement)
- 2018 Program Year – CDBG and HOME Program Project Accomplishments, all projects are designated low-moderate income benefit activities either a direct benefit to a LMI household or person or an area benefit (HUD Regulatory Requirement)
- [CLICK HERE TO READ MORE](#)

# GRANTS & HOUSING



## UPCOMING PROJECTS

- 2018 CAPER and Program Year Close-out – planning and preparation for year-end reporting and preparation of HUD 2018 Consolidated Annual Performance and Evaluation Report to be submitted by August 29th, complete Financial Summary for CDBG and HOME, complete public hearing on August 20th for CAPER process, complete 15-day citizen comment period (HUD Regulatory Requirement)
- Environmental Reviews – complete reviews for the 2019 projects and reallocation and compile record (HUD Regulatory Requirement)
- Financial Review – to ensure allowable and allocable expenditures and program standards for the CDBG and HOME expenditures and preparation for reimbursement draw from HUD (HUD Regulatory Requirement)
- 2019 Fiscal Year end – preparation for year-end close-out
- Monitoring review - staff to conduct five (5) desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant. Enter all project accomplishments into HUD's IDIS Reporting System (HUD Regulatory Requirement)
- Staff will be accepting applications for the City's Homebuyer Assistance Program, which will assist with up to \$14,500.00 for downpayment and closing cost towards the purchase of a new home within the City of Galveston.



## LAST MONTH'S ACCOMPLISHMENTS

- Held two New Hire Orientations. Hired six (6) New Employees – 1 Maintenance Worker, 2 Laborers, 2 Equipment Operator, and 1 Lifeguard (PT)
- Hosted onsite Health Risk Assessments with Care-Here at City Hall on July 10th and July 31st
- Hosted onsite Health Risk Assessments with Care-Here at the Justice Center July 12th and July 19th
- Hosted site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options on July 12th
- Held a Civil Service Commission Meeting on July 16th to hear appeals from the promotional exams for Fire Engineer and Fire Battalion Chief
- Held an informational workshop for employees related to retirement and Medicare benefits on July 17th
- Hosted Health Benefits Plan Board Meeting July 30th
- Prepared and released a Request for Proposals for Employee Life Insurance
- Attended the Galveston Career Connect Monthly Leadership Team Meeting
- Reviewed and Processed 650 Employment Applications
- Continued support of City Departments in filling job vacancies

# HUMAN RESOURCES



## UPCOMING PROJECTS

- New Hire Orientation (at least 4)
- Receive demonstrations from vendors for a consolidated Human Resources Information System
- Host site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options on August 12th
- Host in conjunction with CareHere a Lunch & Learn session to provide employees useful wellness information on August 14th
- Host site visit for Edward Jones Insurance to provide assistance to Employees with additional retirement plan options and education savings plans on August 15th
- Host Health Benefits Plan Board Meetings (at least 2)
- Planning for annual Employee Open Enrollment to be held in late October and early November
- Galveston Career Connect Monthly Leadership Team Meeting

# INFORMATION TECHNOLOGY

## IT DIVISION



### LAST MONTH'S ACCOMPLISHMENTS

- Banner 9 upgrade project - Built and configured sandbox Ellucian Solution Manager server. Began configuration of job submission, database and application servers.
- Facilitated testing of the Utility Billing v6.3 application with Customer Service personnel
- Completed documentation and training on the Utility Billing Web Payment Portal for scheduled production on August 5, 2019.
- Completed deployment of remaining desktops for the FY2018 desktop fresh program
- Completed deployment of 15 new toughbooks for GPD
- Deployed Bomgar solution for outside vendors to access our network
- Deployed new wireless access points in support of the Watchguard video solution



### UPCOMING PROJECTS

- Support live deployment of the new utility billing payment portal scheduled for August 5, 2019
- Complete testing of the Utility Billing v6.3 system and finalize plan to move new version into production
- Banner 9 Upgrade - Work on Banner 9 Solution Manager additional server environment configuration and begin building other Banner 9 servers
- Relocation of Fire Department staff and equipment
- Relocation of Public Works Staff and equipment
- Upgrade the Incode Software solution for Municipal Courts

# INFORMATION TECHNOLOGY

## GIS DIVISION



### LAST MONTH'S ACCOMPLISHMENTS

- Responded to seven (7) Public Information Requests
- Completed twenty-one (21) map and data requests:
  - 7 – Public Works FEMA Recovery division maps for Storm Sewer Upgrade and Pump Station Drainage Grant
  - 4 – Public Works subdivision/utility maps
  - 4 – Park Board maps (2) and kmz files (2) of the East End Lagoon Nature Trail and Restore Grants Areas
  - 2 – data requests for Island Transit (2 files) and Public Works (8 files)
  - 2 – Public Information Office maps for Shields and Jones Parks
  - 1 – dated address map for the City Secretary's Office
  - 1 – Code Enforcement map of 2018-2019 case/complaints
- Updated sixteen (16) utility file updates associated with digitizing the 23rd Street, 59th Street, and Sealy Avenue as-built files
- Created a Pavement Assessment dashboard and updated the web map for the City Manager's Office
- Addressed twelve (12) additional map service and web map/app items for Public Works and Development Services

# INFORMATION TECHNOLOGY

## GIS DIVISION



### LAST MONTH'S ACCOMPLISHMENTS

- Updated fifteen (15) hurricane emergency preparation maps
- Mentoring and training sessions for the GIS Intern: including as-built georeferencing, reviewing the ArcGIS Enterprise, and a collaboration with IT-Network/Infrastructure division
- GIS Analyst training on Creating and Managing Utility Networks with ArcGIS which addresses GIS software application changes and workflows
- GIS Supervisor attended the Esri User conference, bringing back industry provided workflows for current issues, 3D datasets, and GIS specific project management
- GIS Day 2019 planning phase I
- GIS support on map elements for Public Works Engineering and Galveston Police Department
- Continued development of City Staff training material and map templates
- Updated Capital Improvement GIS attribute tables



### UPCOMING PROJECTS

- Continue development of the City Staff GIS training program
- Configure the My Government/Neighborhood map application
- In coordination with Island Transit, finalize and release the interactive routes map
- Update the FY2020-2024 Capital Improvement Plan GIS layers
- Continue field data collection testing with Engineering
- Continue GIS Day 2019 planning

# ISLAND TRANSIT



## LAST MONTH'S ACCOMPLISHMENTS

### Fixed Route Ridership

Route 1&2	5,771
Route 3&4	2,724
Route 5&6	11,788
Route 7	2,435
Total FR	22,718

### Trolley Ridership

Trolley	18,818
---------	--------

### City Council Workshop – July 25th

- Provided overview of Public Meeting in April about potential service/fare changes
- FlixBus update



## UPCOMING PROJECTS

- City Council consideration of contract with FlixBus to provide service from Transit Terminal to Downtown Houston
- Present FTA with needed documentation in relation to Triennial Review that was performed in June
- Working with TxDOT and FTA to transfer Bike Lane project (striping and signage) in an attempt to expedite said project.



# PARKS & RECREATION

## PARKS & MAINTENANCE



### LAST MONTH'S ACCOMPLISHMENTS

- Installed new trees and other improvements at Palm Gardens neighborhood entrance
- Cleaned out and Installed new landscaping along the 27th Street Corridor
- Repaired additional irrigation leaks on the 27th Street Corridor
- Repaired numerous Parks Equipment and Machinery
- Placed Park Benches at Summer Band Concerts every Tuesday
- Installed a wash pad at Lindale Park Dog Park
- Installed 2 new water fountains at Lindale Park and 1 at Menard Park
- Repaired restrooms at Lindale Park
- Removed exterior fencing around Broadway Cemetery
- Repaired outfield fencing at Bernard Davis / Pony Colt Stadium
- Repaired fencing at Lassie League Complex
- Completed restoration of landscaping along 27th Street Corridor (by Flamingo Gardens)



### UPCOMING PROJECTS

- Continue mowing, maintaining and landscaping all City-owned or City-managed locations, as well as Feeder Roads along I-45 highway from 59th Street to Causeway
- Continue replacing brick pavers and crushed granite at Kempner Park
- Continue repairs to Kempner Park Fountain Pump
- Continue installing new water fountains at various park locations
- Install sign at Hooper Field
- Remove Electrical Pole and damaged picnic tables at Jones Park
- Install new palms on 25th Street median to replace dead ones
- Grind all palm tree stumps at Kempner Park
- Complete repairs to Lindale Dog Park agility course
- Install protective fence around Crockett Park turtle.

## RECREATION & ADMIN



### LAST MONTH'S ACCOMPLISHMENTS

#### Adult Programing

Including Exercise Classes, Futsal, Latin Dance, Tennis leagues, Pickleball, Badminton, Adaptive Tennis

#### Youth Programming

Continued with Summer Youth Program at both Wright Cuney and McGuire-Dent. Including arts and crafts, trumpet, karate, tennis and open gym and game room, along with computer lab

#### Community Meetings

- Families, Children & Youth Board
- Parks & Recreation Advisory Board
- Better Parks for Galveston
- Tree Committee
- Community Outreach including Support Groups and working with the Gulf Coast Center
- Mind, Body, and Soul exercise session hosted by B’Nai Temple Israel every 4th Tuesday at 7am at McGuire Dent
- McGuire-Dent Membership Totals: Adults: 869, Seniors: 376, Youth: 514, Military: 34
- Wright Cuney Membership Totals: Adults: 443, Seniors: 25, Youth: 632



### UPCOMING PROJECTS

- Replacement of Gym Floor at McGuire-Dent Recreation Center
- Continue Adult and Youth programming at both Centers along with community outreach events and meetings
- Begin preparing for After School Youth Program at both Centers
- Replace fence, small playground and restrooms fixtures at Wright Cuney Recreation Center
- Rehab basketball dome and repaint interior at Wright Cuney Recreation Centers
- Place free weights, Smith Machine, Benches, and Rowing Machine at McGuire-Dent Recreation Center
- Install and upgrade new Fitness Room Audio Transmitters

## AQUATICS



### LAST MONTH'S ACCOMPLISHMENTS

- Completed Session 3 & 4 of swim lessons.
- Hosted Pirate Day and Underwater Day for swim students.
- July 8 - Super Guard Competition – Fulltime staff will be judging
- July 22 – Region 4 Lifeguard Competition – Lasker placed 4th and 9th. Aquatics Manager, Erica Peace was head official and featured in article for Baytown Sun.
- July 29 – State Competition – Judges only, we did not have a team compete.
- Offered 26 Water Fitness classes.



### UPCOMING PROJECTS

- Re-structure/overhaul Parks and Recreation Website
- Local districts return to school end of August.
- Aquatics Manager, Erica Peace competing in Colin's Hope 10k Swim
- Project with Galveston Police Department
- Complete final sessions of swim lessons



## SPECIAL EVENTS



### LAST MONTH'S ACCOMPLISHMENTS

- Independence Day Parade & Fireworks (7/4)
- PPOA Children's Parade – Private (7/5)
- 7th Annual Old Smokey Throwdown (7/13)



### UPCOMING PROJECTS

- Galveston's Own Farmer's Market (8/4)
- Captain Kids Triathlon (9/8)
- Galveston Island Shrimp Festival (9/27-9/28)

# PLANNING & DEVELOPMENT



## LAST MONTH'S ACCOMPLISHMENTS

- Hosted six (6) pre-development meetings
- The Beach Access and Dune Protection Plan Review Ad Hoc Committee finalized their recommendations which will be presented to the Planning Commission and City Council
- GIS team made updates and improvements to the Galveston Historic Landmarks story map

### Landmark Commission

- 19LC-038 (607 12th Street) Request for a Certificate of Appropriateness for modification of structure including replacing the front door.
- 19LC-039 (1204 Sealy / Avenue I) Request for a Certificate of Appropriateness for modification of structure including changes to the front porch and side porches.
- 19LC-040 (1710 Postoffice / Avenue E) Request for a Certificate of Appropriateness to demolish an accessory structure and build a new structure.
- 19LC-041 (1723 Mechanic/ Avenue C) Request for a

Certificate of Appropriateness for alterations to the structure including modification to the front facade.

### Planning Commission

- 19P- 039 (20611 E. Sandhill Drive) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to construct a single-family home, driveway, dune walkover, and perimeter fence.
- 19P-036 (3731 Laguna Drive) Request for a replat in order to increase the number of lots from one (1) to two (2) lots.

### Planning Administration

- 19PA-036 (2026 Lockheed Road/8027 Airport Boulevard) Request for a Zoning Analysis.
- 19PA-037 (2125 Church Street/Avenue F, Suite B) Request for a zoning verification.

## Planning Administration

- 19PA-038 Adoption of a Resolution by the Landmark Commission regarding the National Register of Historic Places nomination for the Galveston Houston & Henderson (GH&H) Freight Depot, 325 33rd Street.
- 19PA-039 Request to Amend Chapter 34 – Traffic, Article XI – Valet Parking, of the Code of Ordinances of the City of Galveston to provide refinements and clarifications.
- 19PA-040 (3228 Broadway / Ave J) Request for a variance to appeal the Section 4-1(a) of the Galveston City Code in regards to sale of alcoholic beverages within three hundred (300) feet of any church, public or private school, or public hospital in the city.

## Beachfront Permits

- 19BF-036 (1001 East Beach Dr.) Request for a Beachfront Construction Certificate / Dune Protection Permit to Reconstruct Temporary Off-Beach Parking Area.
- 19BF-037 (Pirates Beach & Pirates Beach West) Request for Annual Beach Maintenance Permit.
- 19BF-038 (Spanish Grant Beach Subdivision) Request for Annual Beach Maintenance Permit.
- 19BF-039 (Palisade Palms Condominiums) Request for Annual Beach Maintenance Permit.
- 19BF-040 (Beachtown – Village One, Center Village East Village) Request for Annual Beach Maintenance Permit.
- 19BF-041 – (3835 Seabreeze) Request for a Beachfront Construction Certificate / Dune Protection Permit to construct a single-family home, driveway and perimeter fence.



## UPCOMING PROJECTS

- Begin staffing the Complete Count Committee
- Staff will participate in Smart Growth Information Clearinghouse’s “Designing for Resilience Across Scales, Systems and Sectors” webinar and the Texas Chapter of the American Planning Association 86th State Legislature Wrap Up webinar

# POLICE DEPARTMENT



## LAST MONTH'S ACCOMPLISHMENTS

- New Citizens on Patrol unit has been completed and is in operation.
- We reached out to 420 people through our 17 Community Meetings. The purpose of these monthly meetings is to share information regarding bike safety and other issues in the community.
- We provided three presentations to 500 participants that explained the responsibilities of the Special Operations Division.
- We participated in the Mistletoe and Mimosas event, an outreach project organized by Randalls that allowed vendors and citizens to learn about the GPD Blue Santa Program and the positive effects it has in our community and low-income families. As a result, the Blue Santa Program received right at \$1200 in gift card donations.
- A 29k Community Development Block Grant was awarded to the police department to fund community-oriented policing in low/moderate income areas.
- Randall's donated two gift cards for the amount of \$250 each that will be used to purchase school supplies.



80th Academy Graduation

### Stats for April:

- Calls for Service: 6,283
- Arrests: 400
- Citations: 1,079
- Reports: 858



## UPCOMING PROJECTS

- August 2nd: GPD Blue Santa "Boot Scooting Bogie" fundraiser.
- August 3rd: Two (2) 80th Cadet graduates start 1st Phase of FTP.
- August 10th: Univision Latino Music Festival
- August 14th: The Galveston County Complex Coordinated Terrorist Attack (CCTA) Grant Project Tabletop # 2
- September 2: Labor Day festivities

# PUBLIC INFORMATION OFFICE



## LAST MONTH'S ACCOMPLISHMENTS

- Promoted on social media our 4th of July festivities
- Promoted the “Bike lane safety” video as part of our bike safety campaign
- Responded to numerous media requests and department requests for outreach
- Our summer intern, Kyrie Muehe, helped the PIO department with various tasks such as editing, filming, writing and monitoring social media.
- With the help of EMS, we shared with the public all the information regarding weather conditions.
- We participated in the Fire and PD collective bargaining meetings throughout the month of July

Press releases: All press releases can be found on our website [galvestontx.gov/newsflash](http://galvestontx.gov/newsflash)



## UPCOMING PROJECTS

- Kick off Galveston University Fall Class 2019
- Assist City departments with public outreach requests

### Statistics for July:

On Facebook, we gained 305 new followers

Total Page Followers as of Today: 27,852








### Post Reach

The number of people who had your Page's posts on their screen. This number is an estimate and may not be precise.



### Top Videos

### Top Pages

Video	Date Added	Minutes Viewed
 July 25 - City of Galveston	07/24/2019 8:54 AM	2.7K
 City of Galveston	07/22/2019 11:51 AM	1.3K
 Employee of the Month	07/19/2019 8:38 AM	1.2K
 Waves of the Month	07/29/2019 11:10 AM	1.1K
 City of Galveston	07/22/2019 2:38 PM	624

# PUBLIC INFORMATION OFFICE

## LAST MONTH'S VIDEOS

### SPECIAL FEATURES

[Bike Lane safety video](#)

### WAVES OF INFORMATION

[July 1](#)

[July 7](#)

[July 15](#)

[July 22](#)

[July 29](#)

### PETS OF THE WEEK

[Luke & Gordon](#)

[Allison & Dory](#)

[Cosmo & Florence](#)

[Linda Lee & Bee](#)

[Allie & Matilda](#)

### EMPLOYEE SPOTLIGHT

[Rodney Low](#)

[Butch Stroud](#)



**KYRIE MUEHE**  
SUMMER INTERN - PUBLIC INFORMATION OFFICE

galvestontx.g  
f t y





# PUBLIC WORKS

## MUNICIPAL UTILITIES



### LAST MONTH'S ACCOMPLISHMENTS

- Work was started to replace the 12-inch sanitary sewer line on Winnie between 51st Street and 53rd Street.
- Work continued on investigating inflow and infiltration issues in the Pointe West, Kennedy Drive and FM 3005 area near the Terramar Beach Wastewater Treatment Plant.
- The partial substantial completion walk through, emergency generator test and SCADA test were performed at the new 59th Street Pump Station in July.
- On the 45th Street Roadway Project from Avenue N ½ to Avenue P, Water Distribution crews are periodically providing utility locates, water line shutdowns, valve repairs and line flushing for the project contractor.
- The leak detection contractor continued the City wide leak detection program. Water Distribution crews continued working with the contractor.
- Work will commence on the replacement of the sanitary sewer service lines on Gerol Drive.
- Work will be completed on the replacement of the sanitary sewer system on Winnie Street between 51st Street to 53rd Street. Work will then commence on the replacement of the 10 inch water line on Winnie Street between 51st Street to 53rd Street.
- Work will commence on the replacement of the sanitary sewer system in the Ball to Sealy alley between 23rd Street to 24th Street.
- As part of the 59th Street Pump Station project, modification will be made at the 30th Street Pump Station SCADA system in August.
- On the 45th Street Roadway Project south of Avenue P, the Water Distribution crews will continue to provide utility locates, water line shutdowns and valve repairs for the project contractor.
- The leak detection contractor will continue working on the City wide leak detection program. Water Distribution crews will continue working with the contractor.



### UPCOMING PROJECTS



### VIEW REPORTS

[Click here to view reports](#)

[Click here to read compliments](#)

## RECYCLING



### LAST MONTH'S ACCOMPLISHMENTS

- Recycling received 13,527 vehicles, with a daily average of 436 at the Center.
- Recycling processed 189.44 tons of recyclable materials, completed 291 out of 291 work orders, and distributed free mulch to 113 residents.
- School pick-up: 56 out of 56
- Commercial: 80 out of 80.
- Curbside pick-up: 166 out of 166



### UPCOMING PROJECTS

- Continue to move forward on the Recycle Building progress and continue to beautify the Recycle Center.



### VIEW REPORTS

[Click here to view reports](#)

## SANITATION



### LAST MONTH'S ACCOMPLISHMENTS

- Asst. Parks Board with their July 4th Trash Pickup.
- Assisted Recycling with the beautification of the center.
- Completed 759 total request for service.
- Sanitation deposited 2,972.60 tons of debris (or 5,945,200lbs) at the Transfer Station in July 2019.
- Made 526 trips to the Transfer Station in July.



### UPCOMING PROJECTS

- Preparation & planning for the Fall City Wide Clean Up and continue with assisting Recycling with beautification of center.



### VIEW REPORTS

[Click here to view reports](#)

## STREETS & DRAINAGE

- Drainage: Staff installed 7 culverts for new residential permits, responded to 18 blocked drainage reports, and cleaned 28,350 linear feet of curb and gutter.
- Streets: Staff repaired 20 utility cuts, crack sealed 26,900 linear feet of pavement cracks, and repaired 45 pot holes.
- Traffic: Staff replaced 97 street signs, performed work for 3 special events, conducted 29 lane closures., worked 16 TLTUs, repaired 2 street luminaires and worked on 47 traffic signals.



### LAST MONTH'S ACCOMPLISHMENTS

- Drainage: Regular maintenance work continues to clean and inspect the storm sewer system. West end ditch cutting, and maintenance continues in Sea Isle. Staff will begin ditch maintenance in Indian Beach next once completed in Sea Isle.
- Streets: Staff continues to mill and overlay pavement throughout the City. City staff has received the 2019 Pavement Condition Assessment and currently reviewing the data. This new assessment will allow for Staff to evaluate the pavement deterioration rate, as well as the overall pavement condition throughout the City of Galveston. Routine operations continue with crack sealing of pavement, which is a pavement preservation method, to utility cut repairs. Staff is currently paving streets in Indian Beach and will begin paving operations on 16th Street from Broadway to Mechanic next.
- Traffic: Staff continues to work special events and provide street closures for various Temporary License to Use permits. Staff is continuing to perform routine functionality maintenance and repairs of traffic signal systems. TxDOT recently completed a maintenance program where various intersections on 61st, Harborside, and Broadway were updated with new traffic signal hardware.



### UPCOMING PROJECTS



# SCHOLES AIRPORT



## LAST MONTH'S ACCOMPLISHMENTS

- July 9th- Airport Advisory Committee Meeting. The biggest discussion on the agenda was the Airport's Hurricane Plan. Committee members discussed having someone to help coordinate aircraft evacuations and explore possible prearranged airports that can house those aircraft along with other options to improve the plan.
- July 17th – Air Traffic Control Tower (ATCT) exterior repair proposals were opened for exterior rehabilitation of the ATCT. The ATCT exterior repairs consist of replacing the ATCT roof, two roof mounted HVAC units, all safety railing, remove and replace existing sealants in the tilt wall control joints, clean and paint all exterior metal and install three-sided stainless-steel hoods around all tilt wall penetrations.
- July 20th – Local boy scout troops visited Scholes Airport and the Air Traffic Control Tower to get a hands-on experience in aviation. Airport tenant Buck Willis volunteered his time to show the troops his plane and talk about the controls and how the aircraft works. With this experience, nearly two dozen troops were awarded their aviation merit badge.
- July 25th – Galveston City Council approved the request by Scholes Airport to purchase a corporate/maintenance aircraft hangar. The purchase of this hangar will allow the airport to generate additional revenue, while attracting additional business to the airport. The hangar functions not only as a space for an aircraft, but includes office space. The hangar will get a few upgrades and will be available for lease in the coming months.

# SCHOLES AIRPORT

- Airfield Pavement Construction update – work continues on the North Hangar Ramp and the east end of Taxiway E. Due to utility line damage between Gate 1 and the first row of T-Hangars, it was necessary to reopen the utility trench and make repairs. New water and electrical lines have been installed to Hangars 27 and 28. Concrete work needed to finalize this repair is expected to be completed the first week of August.
- Dr. Melissa Karlin, with St. Mary's University and students from Texas A&M began their year-long study of the rare, extinct red wolves found at the Scholes Airport and surrounding area. The Red wolves have been extinct for nearly 40 years, but genetic analysis found that the Galveston canines appear to be a hybrid of red wolf and coyote.



## UPCOMING PROJECTS

- Airfield Pavement Construction Update – work on the North Hangar Apron should be completed by the end of August. Work will then proceed to the remaining section of Taxiway E and the concrete sections of Runway 14/32.
- Airport Advisory Committee will meet on August 13th to discuss the ongoing construction and rehabilitation projects, Air Traffic and Fuel Flowage reports.
- We anticipate requesting City Council to approve the RFP for ATCT Exterior improvements at the August 22nd Council meeting.
- Minimum Standards Committee will meet in September to continue to update sections of the Minimum Standards as needed.



## VIEW REPORTS

- [Click here to view reports and pictures](#)